



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**
Office of the Controller

ROY COOPER • Governor
KODY H. KINSLEY • Secretary
LAKETHA M. MILLER • Controller

February 8, 2022

Dear County Director of Social Services:

Subject: **Low Income Household Energy Assistance Program “ARPA” and
“Administration Funds” (LIEAP ARPA and LIEAP ARPA ADM)**

Effective retroactively for allowable expenditures, beginning with **December 2021** services reimbursed **January 2022**, available to all Counties excluding NAM Counties, to claim reimbursement for “LIEAP ARPA” and “LIEAP ARPA ADM” expenditures on the DSS-1571 reports:

Part IA: (Services) Please activate Function Code 05 with

<u>Column</u>	<u>Description</u>	<u>App Code</u>	<u>FFP</u>	<u>CFDA#</u>
12	LIEAP ARPA ADM	492	100% FEDERAL	93.568

Part IB: (Income Maintenance) Please activate Function Code 67 with

<u>Column</u>	<u>Description</u>	<u>App Code</u>	<u>FFP</u>	<u>CFDA#</u>
11	LIEAP ARPA ADM	492	100% FEDERAL	93.568

Part II: (Administrative Expenditures and/or Purchased Services)

<u>Program Code</u>	<u>Fund</u>	<u>App Code</u>	<u>Description on XS315 & reimb. reports</u>	<u>% Shares</u>	<u>CFDA #</u>
492	1	492	LIEAP ARPA ADM	100% Fed	93.568
498	1	498	LIEAP ARPA	100% Fed	93.568

Part IV: (There are no Part IV coding requirements.)

The related costs for both codes are capped funds and will be tracked on the XS 411C report. In terms of overhead for app code 492 in your NC-CoReLS software for this program, income maintenance staff will draw overhead from Income Maintenance Supervision & Clerical, Joint Svc & IM Workers, and Joint IM & IV-D Workers. The Service staff reporting activities to this program with app code 492 will draw overhead from Services Supervision & Clerical and the perspective Joint Svcs support.

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • OFFICE OF THE CONTROLLER

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For additional instruction regarding SIS change notice information, please refer to the following link: <https://policies.ncdhhs.gov/divisional/social-services/services-information-system-sis/change-notices/2022>. If you have any questions concerning these reporting procedures, please contact your appropriate Local Business Liaison or County Administration Accounting Unit at (919) 527-6150 or you may email us at CNTY.ADMIN@dhhs.nc.gov.

Sincerely,

DocuSigned by:

Laketha M. Miller
7230686892084001

LMM/pt

cc: Susan Osborne Richard Stegenga Myra K. Dixon Kaneshia Bradsher
Susan Beasley Lem Harris Pricillia Tabon Local Business Liaisons
DSS-1571 Contact Personnel

DS
SB

DS
LH

DS
MD